



MINUTES OF THE BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

Sachi A. Hamai, Executive Officer-  
Clerk of the Board of Supervisors  
383 Kenneth Hahn Hall of Administration  
Los Angeles, California 90012

At its meeting held July 31, 2007, the Board took the following action:

18 and 67

The following items were called up for consideration:

18

The Chief Executive Officer's recommendation to approve and instruct the Chairman to sign a sole-source agreement with Bowe, Bell & Howell for the acquisition of Absentee Voter (AV) ballot sorting equipment, including maintenance and support services, for the Department of Registrar-Recorder/County Clerk to comply with the new State law AB 2770, for a contract sum of \$747,877 over an initial three-year contract period with two one-year extension options, effective upon Board approval, with sufficient Federal Help America Vote Act (HAVA) grant funds available to purchase this equipment which meets the description of types of equipment eligible for purchase with HAVA funds; authorize the Registrar-Recorder/County Clerk to exercise the renewal options under the terms of the agreement, and, if needed, to incorporate into the agreement any new or revised Board-mandated provisions that may become effective during the term of the agreement; and to amend the agreement to increase the contract sum up to 20%, if needed to provide for software enhancements as referenced in the scope of work or other changes that may be required to meet the absentee ballot processing needs of the County, or to increase efficiency and productivity in AV processing provided that sufficient funding is available in the Department's budget for a maximum contract sum not to exceed \$897,452; and

67

Attached report by the Chief Executive Officer regarding a comprehensive review of procurement processes at the Registrar-Recorder/County Clerk to determine if contracts are consistent with county policy as outlined in Internal Services Department written policies, with particular attention to how sole-source contracts are handled, including establishment of protocols and timelines for the procurement process for the Registrar-Recorder/County Clerk that ensure solicitations are released with sufficient time to conduct a Request for Proposals; and selection of the option that serves the best interest of the County, as requested by Supervisor Molina at the meeting of July 3, 2007.

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18 and 67 (Continued)

Dr. Genevieve Clavreul addressed the Board.

After discussion, the Chief Executive Officer's attached recommendations and report were duly carried by the following vote: Ayes: Supervisors, Burke, Knabe, Antonovich and Yaroslavsky; Noes: Supervisor Molina.

#### Attachments

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#### Copies distributed:

- Each Supervisor
- Chief Executive Officer
- County Counsel
- Registrar-Recorder/County Clerk